

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, January 22, 2004  
Milpitas City Hall, Committee Conference Room, 1<sup>st</sup> Floor  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: October 23, 2003**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**

### **VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

### **VIII. Elections**

**Background:** Section 5, Officers, of the Commission's by-laws states: "A Chairperson and Vice Chairperson will be annually selected at the first meeting of the year from the appointed members for a term of one year. The Chairperson will call for meetings and preside over all sessions. In the absence of the Chairperson, the Vice Chairperson will preside. In the absence of both the Chairperson and Vice Chairperson, the member with the highest seniority will preside."

Further noted is Section 4, Vacancies: "Vacancies will be filled for the unexpired portion of the term in the same manner as the original appointment." In the event of an "unscheduled vacancies" on the Commission, the City Clerk's Office is required to take the following action:

Whenever an unscheduled vacancy occurs in any board, commission, or committee which the legislative body has the appointing power, whether due to resignation, death, termination, or other causes, a special vacancy notice shall be posted in the office of the clerk of the local agency, the library designated pursuant to

Section 54973, and in other places as directed by the legislative body, not earlier than 20 days before or not later than 20 days after the vacancy occurs. Final appointment to the board, commission, or committee shall not be made by the legislative body for at least **10 working days** after the posting of the notice in the clerk's office."

**Recommendation:** Conduct elections for the Chairperson and Vice Chairperson positions.

## **IX. New Business**

### **1. GLOBAL VILLAGE EVENT: MAY 1, 2004**

**Background:** During its 50<sup>th</sup> anniversary year, the City of Milpitas will conduct cultural and commemorative events. A schedule of 2004 events requesting commission attendance and/or active participation is included in the agenda packet with a revised draft 2004 Work Plan. First event requiring planning is Global Village. Milpitas may now have two sister cities, both of which should be represented at a booth space provided by the Recreation Dept. A planning committee of citizens and City staff has begun organizing this event and will seek comments from all City commissions soon.

**Recommendation:** Appoint leaders from the commission to coordinate booth display for each Sister City and be in attendance for the duration of the event on May 1, 2004.

## **IX. Old Business**

### **2. 2004 DRAFT WORK PLAN REVIEW**

**Background:** Staff requested this item be placed on the agenda for review and discussion. A revised draft work plan is included in the agenda packet.

**Recommendation:** Review and discuss draft; provide comments to staff. Review final version at the next meeting.

### **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** Mayor Esteves & Commissioner Arthur participated with the Sister City visit, December 18 – 23, 2003. Dagupan City Association of Northern California (DCANC) President Romy Manuel also participated.

**Recommendation:** Receive report Commissioner Arthur and DCANC President Mr. Manuel. Continue discussions to evaluate relationship activities and progress, due as a report to Council on or before April 15, 2005.

### **4. RECOMMENDATION OF SISTER CITIES RELATIONSHIP: HUIZHOU CITY, CHINA**

**Background:** The commission amended its approval recommending this relationship to Milpitas City Council with Huizhou City to include a two-year duration and the final draft MOU. Staff is working to place the commission's recommendation on the February 17, 2004, Council agenda.

**Recommendation:** Receive update from Mr. Chien and discuss scheduling. Consider separate dates for recommending the relationship and conducting the MOU signing at Milpitas Council Chambers.

## **5. RECOMMENDED SISTER CITIES RELATIONSHIP: TSUKUBA CITY, JAPAN**

**Background:** During its special meeting of Oct. 1, 2003, the commission received a request from Tsukuba City representatives to edit the current MOU. At the commission's direction, staff provided a redrafted MOU to Tsukuba representatives. Commissioner Garcia has since been in contact with Tsukuba representatives regarding comments and final approval.

**Recommendation:** Review final draft of MOU. Set date to bring updated MOU to Council review and request approval. Select Lead Commissioner and commission meetings in 2004 to begin planning cultural exchanges.

## **X. CITY COUNCIL LIAISON REPORT**

## **XI. FUTURE AGENDA ITEMS**

- a. Recommended Tsukuba Relationship & Cultural Exchanges (February)
  - i. June 2004 Milpitas-to-Tsukuba Cultural Exchange (TBD)
  - ii. July 2004 Mayor Fujisawa's visit to Milpitas (TBD)
  - iii. August 2004 Tsukuba-to Milpitas Cultural Exchange (TBD)
- b. Dagupan Relationship & Cultural Exchanges (February)
- c. Recommended Sister Cities Relationship: Huizhou, China (February)
- d. Draft Work Plan and Events (February)

## **XII. ADJOURNMENT**